

Governor's Upper Yellowstone River Task Force **Steps for Formal Action on Task Force Recommendations**

On April 29, 2003, the Task Force adopted the following process for development of recommendations and for adoption of final recommendations to be submitted to the Governor.

1. General Discussion Session to Develop Recommendations

- a. The Task Force will convene meetings to consider proposed recommendations that pertain specifically to the *Topics of Consideration* list previously adopted. The Task Force Chair will oversee and run each meeting according to the procedures set forth below. Issues, comments, concerns, and draft recommendations related to the *Topics of Consideration* under discussion, which have been raised and recorded after the eight research presentations, will be revisited by the Task Force and the public. New comments, concerns, and recommendations may also be raised and recorded.
- b. Task Force members speak first and when they have no further comments, members of the public will be asked for their comments. The Task Force Chair is responsible for ensuring comments remain concise and that they relate to the *Topics of Consideration* under specific discussion.
- c. Upon conclusion of the comment and discussion period in each meeting, the Task Force will propose recommendations formally in accordance with the procedures set forth in Paragraph 2 below.

2. Formal Actions on Recommendations

- a. All recommendations must be proposed by a voting Member of the Task Force and must be clearly stated and recorded.
- b. The Task Force Chair restates each recommendation made and asks the Task Force for final concerns and questions relating to each recommendation.
- c. The Task Force Chair calls for consensus on each recommendation made.
- d. The Task Force formally adopts recommendations that achieve consensus, subject only to modification at the final meeting as set forth in Paragraph 3 below.
- e. If any recommendation fails to achieve consensus, the Task Force may continue to consider that recommendation and may again seek consensus after further discussion, may defer action on the recommendation until a future meeting, or may decide to abandon the effort to obtain consensus on that particular recommendation. (Note: Task Force Ground Rules: *Participants who disagree with a proposal are responsible for offering a constructive alternative that seeks to accommodate the interests of all other participants.*)

3. Adoption of Final Set of Recommendations

- a. Prior to finalizing its recommendations to be forwarded to the Governor, the Task Force will accept public comment (written only) on the recommendations previously adopted in Step 2.
- b. At its last meetings during which the Task Force finalizes the complete set of recommendations to be forwarded to the Governor, Task Force Members may not propose new recommendations but may propose modifications, amendments, or deletion of any of the previously adopted recommendations in Step 2 for any reason, including but not limited to:

- i. To address concerns expressed by a Task Force Member's constituency or the public about the original recommendation;
 - ii. To eliminate potential conflicts between recommendations;
 - iii. To delete redundant or duplicative recommendations;
 - iv. To integrate scientific studies and data more efficiently into the recommendations; or
 - v. To correct clerical, typographic, transcription, grammatical, or rhetorical errors.
- c. The Task Force will adopt for transmittal to the Governor a complete set of recommendations based on the individual recommendations adopted by consensus pursuant to Step 2 above, as such recommendation may be modified, amended, or deleted by consensus pursuant to Step 3b above.
- d. The final set of recommendations must be approved by the Task Force for transmittal to the Governor by consensus.